

~~SECRET~~

RETURN TO

RECORDS MANAGEMENT DIVISION

25X1A6a

11 March 1955

MEMORANDUM TO:

Chief, Records Management Division,
Management Staff, DD/S
Chief, Physical Security Division, SO
Chief, Supply Division, OL
Chief, Real Estate and Construction, OL

FROM : Acting Chief, Transportation Division, OL

SUBJECT : Revised Schedule for the Movement of the
Record Center to [REDACTED]

25X1A6a

REFERENCE : Memorandum from Acting Chief, Transportation
Division, to Addressees of this memorandum,
Subject: Tentative Changes in Scheduled
Movement of the Records Center to [REDACTED] dated
15 February 1955.

25X1A6a

1. In the memorandum referred to above, it was tentatively planned that the actual movement of records from [REDACTED] would commence on or about 28 February. Because of unforeseen and unavoidable circumstances, it was impossible to meet the proposed schedule.

25X1A6a

2. On 4 March 1955, a conference on this subject was held at the request of the Chief, Real Estate and Construction Division, and was attended by representatives of [REDACTED] Records Management Division, Physical Security Division and the Transportation Division. The purpose of the conference was to decide upon a firm date for starting the movement of records to [REDACTED]. As a result, it was agreed that 21 March 1955 was a reasonable date, barring unforeseen incidents which might cause a disruption.

25X1A6a

25X1A6a

3. Based upon this estimated starting date, new schedules for the movement of records and steel shelving have been prepared and are attached as Enclosures 1 and 2.

25X1A9a

2 Enclosures

- 1 - Schedule A
- 1 - Schedule B

OL/TD/DRB:ecb (11 March 1955)

Distribution:

- Original & 4 Addressees
- 1 - Cargo Branch
- 1 - Official File

~~SECRET~~